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Date: Thursday, April 12, 2007 4:12:10 PM
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Arizona Department of Education
System Training and Response (STaR) Team
<http://www.ade.az.gov/schoolfinance/star>

STaR Team Bulletin No. 15 – Ensuring that student data related to ADM and ADA are complete and accurate in SAIS
Thursday, April 12, 2007

The System Training and Response Team has recently published a document that summarizes recommended procedures for ensuring that the student data for a Local Educational Agency that are related to Average Daily Membership and Average Daily Attendance are complete and accurate in SAIS.

[Document 15](#) – Recommended Procedure: Ensuring that student data related to ADM and ADA are complete and accurate in SAIS is available as part of the SAIS Information Series at <http://www.ade.az.gov/schoolfinance/star/SAISInfoSeries/>

Document 15 provides a summary of recommended procedure and links to several other documents from the SAIS Information Series that provide additional details. Among the documents that provide additional detail, another new addition, **[Document 14](#) – Understanding Concurrent Enrollment**, may also be found.

Whenever you have immediate need for assistance with specific issues related to SAIS, please visit our web site at <http://www.ade.az.gov/schoolfinance/star/> and click on "Request for SAIS Training and Assistance."